DEPARTMENT OF THE NAVY
NAVAL SERVICE TRAINING COMMAND
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CNSTCINST 3541.1
N315
30 Aug 06

COMNAVSERVTRACOM INSTRUCTION 3541.1

Subj: FIREFIGHTING TRAINING CERTIFICATION PROGRAM

Ref: (a) NFPA 58
(b) UFC MIL-HDBK 3-430-07
(c) National Firefighter Association (NFPA) 15
(d) NFPA 25
(e) NFPA 72
(f) NFPA 1403
(g) OPNAVINST 5100.23G
(h) ANSI Z88.2
(i) Naval Ships' Technical Manual (NSTM), Chapter 555
(j) UFC MIL-HDBK 4-179-01
(k) NTTP 3-20.31
(l) CNSTCINST 5100.1
(m) CNETCINST 4790.3C
(n) NAVAIRINST 4130.1C
(o) OPNAVINST 1500.75A
(p) NAVEDTRA 135B
(q) NAVMED P-117
(r) NETCINST 6260.1B

Encl: (1) Firefighter Trainer Survey Process
(2) General Certification Standards
(3) Recommended Emergency Medical Equipment
(4) NSTC 3541/1 (7-06), Medical Criteria Questionnaire for Firefighting Training
(5) Standard Operating Procedures (SOP)
(6) Instructor Qualifications
(7) Student Qualifications
(8) Personal Protective Equipment (PPE)
(9) NSTC 3541/2 (7-06), Firefighter Certification Checklist

1. Purpose. To establish a certification program to eliminate or minimize the probability of mishaps and injuries to students and instructors while conducting firefighting training.

2. Applicability. This instruction is applicable to activities within Naval Service Training Command (NSTC) that conduct formal Navy firefighting training courses.

3. Certification Scope and Process

a. The certification program includes the following major categories:

(1) Fuels;

(2) Facilities;

(3) Curricula;

(4) General Fire Field Safety;

(5) SOP;

(6) Student Qualifications;

(7) Instructor Certification; and

(8) Medical and Administrative Programs.

b. Enclosures:

(1) - Provides an overview of the firefighter trainer certification process;

(2) - Provides specific certification standards for fuels, facilities, fire scenarios, tactics, equipment and general fire field safety for firefighter trainers;

(3) - Provides a list of recommended equipment that should be available to personnel providing emergency medical treatment at the firefighter trainer;

(4) - Medical Criteria Questionnaire;

(5) - Provides policy for development of SOP;

(6) - Provides additional requirements for qualification of personnel as firefighter instructors;

(7) - Provides policy on Student Qualifications for participation in firefighting training;

(8) - Provides minimum PPE requirements for personnel involved in firefighting training; and

(9) - Firefighter Certification Checklist.

c. A certification survey will be conducted by NSTC. This survey will evaluate whether the activity is providing a realistic training environment without exposing students and instructors to unacceptable risks. Certification surveys will be conducted following guidelines per enclosure (1).

4. Implementation. All activities within NSTC that conduct formal Navy firefighting training courses shall adhere to this instruction.

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FIREFIGHTER TRAINER SURVEY PROCESS

1. Frequency. NSTC Safety shall conduct a certification survey as follows:

a. Prior to initial use of any structure or training device for conducting live firefighting training and every 3 years thereafter:

(1) Upon initial acquisition of a firefighter trainer or conversion of a fossil fuel trainer to a propane-fired trainer. An interim certification will allow the activity to train for up to 1 year before completing full certification. An activity must be in compliance with a NSTC approved "checklist" prior to receiving an "interim certification" and will have the ability to train for 1 year, with a certification being accomplished 3 times yearly. In cases where instructors cannot have taught the course multiple times as required by this instruction's references, the "interim certification" will allow requirements to be accomplished; and

(2) A certification survey will be conducted prior to the 1 year anniversary of the interim certification for the purpose of awarding full certification.

b. When an activity desires to teach an additional firefighting course that it is not currently certified to teach.

c. When any structure or device used to conduct live firefighting training has been substantially modified (this determination will be made by NSTC Safety (N315)).

d. On a triennial basis after receiving full certification.

e. As directed by N315 or higher authority.

2. Overview. The certification survey consists of:

a. Observation of firefighting training; and

b. Review and Assessment of:

(1) Instructor qualification program;

(2) Safety programs;

(3) Training evolution SOP;

(4) Special evolution SOP (i.e., daily startup/securing, fuel delivery, etc.);

(5) Emergency shut-off procedures;

(6) Emergency Action Plan (EAP)s;

(7) Preventive Maintenance System (PMS);

(8) Fuel records;

(9) Student qualification and medical screening procedures;

(10) Curriculum update procedures; and

(11) Risk assessments.

c. Inspection of firefighter trainer facilities (including propane distribution system).

d. Inspection of PPE.

e. Inspection of emergency equipment and systems.

f. Review of unfired pressure vessel certification(s).

g. Inspection of communications systems (both primary and secondary).

3. Report of Survey

a. The training activity Commanding Officer (CO) will be debriefed on observations and will receive an annotated copy of the completed firefighter trainer certification checklist, as well as a copy of any findings identified during the survey.

b. For each course conducted, the evaluation team will recommend that the facility be certified, non-certified or granted interim certification. Definitions of these separate levels of certification are provided below.

c. NSTC will forward the final report to the activity CO, with a copy to the immediate superior in command, if applicable.

LEVELS OF CERTIFICATION

1. Certified. The firefighter trainer is structurally sound and adequately equipped and managed so as to provide a safe and realistic training environment. The instructional staff is proficient in their duties and each fire scenario in the certified course is safe, in compliance with Navy doctrine and curriculum guidance and sufficiently realistic and challenging. This certification remains valid for 3 years unless revoked or modified by NSTC action.

2. Non-certified. Major safety problems or variance from doctrine were identified or the level of training provided was inadequate. Failure to certify a course at a facility shall be cause to review the certification of all other firefighter training courses using the same facility.

3. Interim certification. Recommended for a firefighter trainer that has not been previously certified to conduct firefighting training. The firefighter trainer is structurally sound and adequately equipped to provide a safe and realistic training environment, but is incapable of being in full compliance with certification requirements at the time of the survey (i.e., full instructor qualifications are not complete, etc.). A certification survey will be scheduled upon correction of the discrepancies that prevented initial certification, but no later than 1 year after the interim certification survey. Training activities are advised to allow a minimum of 4 weeks from new device acceptance until interim certification survey in order to facilitate instructor familiarization with trainer operations for all firefighting curriculum laboratory evolutions.

GENERAL CERTIFICATION STANDARDS

1. Fuels

a. Firefighter trainers shall be supplied with commercial grade propane. No other fuels may be substituted without written waiver approval by the training activity CO.

b. All fuel valves shall be labeled to indicate what they control. All piping systems shall be labeled to identify the content and direction of flow and be free from corrosion and not exhibit any signs of deterioration or leaks.

c. Fuel flow, ignition control, and smoke generation shall be monitored and controlled from instructor control panels.

d. The propane distribution facility shall be in compliance with reference (a).

(1) Propane storage tanks shall be properly labeled;

(2) Propane storage tanks shall be inspected by a qualified boiler inspector every 2 years per reference (b);

(3) Relief valves on propane piping shall be tested every 6 years;

(4) The propane distribution facility shall have protection against tampering. This includes all propane storage tanks, distribution lines, and fueling points; and

(5) The area around the propane distribution facility shall be free of combustible material.

e. A detailed propane refueling SOP shall be developed for activities operating firefighting training devices. Appropriate base support (fire department, security, etc.) shall be notified prior to starting propane-refueling evolutions.

2. Water Supply. The water supply system for surface ship firefighter trainers shall provide a minimum residual pressure

of 90 Pounds per Square Inch (PSI) with the maximum number of hoses that will be in use at one time. Salt water shall not be in use at one time. Salt water shall not be used in firefighting trainers.

3. Ventilation. Industrial Hygiene Personnel shall evaluate ventilation systems to ensure the ventilation is adequate to prevent buildup of explosive vapors and excessive heat.

4. Emergency Equipment

a. Deluge or emergency wash-down systems provided for external propane tank farms shall be maintained per references (c), (d), and (e). This shall include an annual operational test.

b. Firefighting facilities shall have portable extinguishers available for emergency use in the propane burn areas associated with each trainer based on guidance provided by the host activity fire inspectors.

c. Sites are required to stock and have available first aid supplies for the treatment of heat stress, burns, bleeding, sprains, fractures, respiratory difficulties, and cardiac problems. Local medical authority shall determine requirements for medical equipment required on scene. Enclosure (3) is a list of recommended emergency medical equipment.

d. Rescue equipment such as fans, lights, and tools shall be kept on site if not readily available from the responding base fire department.

e. A Hospital Corpsman or other military health care provider shall be the only individuals permitted to conduct student medical screenings for determination of suitability for participation in firefighter training. Student medical screening shall be documented utilizing enclosure (4).

f. A registered Emergency Medical Technician (EMT) or Hospital Corpsman shall be on site while firefighting evolutions are being conducted. The Hospital Corpsman or EMT assigned to satisfy this requirement **cannot** simultaneously be assigned to instruct firefighting training evolutions.

g. All bulk CO2 storage tanks must be certified as unfired pressure vessels per reference (b).

5. Structural Surveys

a. Activities shall ensure that the structural integrity of each fire fighting training structure is evaluated and documented annually by a professional with burn building experience and expertise per reference (f).

b. If structural integrity issues are identified during the annual evaluation, NSTC Safety and the Training System Program Manager shall be notified to the extent of damage and Plan of Action and Milestones (POA&M).

c. Deficiencies identified during structural evaluations shall be entered into the Regional Safety Office Hazard Abatement Log per reference (g).

d. Structural survey reports shall be retained for a period of 5 years.

6. Communications

a. The communications system between Fire Field Instructors and Supervisors shall ensure any emergency can be signaled and understood. Emergency signals and procedures shall be specified in the SOP.

b. A backup communications system shall be in place. This system shall be capable of notifying or directly communicating with emergency response personnel in the event the primary communications system fails. Backup communication systems shall be tested prior to the start of the training day.

c. Each fire school shall have a means of broadcasting an emergency signal (e.g., bell, horn, whistle, or public address system) over the entire fire field. These emergency signals and procedures shall be included in the student indoctrination.

7. Self Contained Breathing Apparatus (SCBA)

a. The use of SCBA by staff personnel is outlined in reference (g), Chapter 15 and reference (h).

b. SCBA cylinders shall be refilled only from systems designed and approved for refilling. All procedures for filling shall be clearly posted in the immediate vicinity of the refilling system.

c. Activities shall conduct monitoring of breathing air quality at least quarterly. Breathing air shall meet minimum Grade "D" requirements per reference (g). Documentation of the air quality will be clearly posted at the breathing air compressor.

d. Breathing air compressors shall be included in the workplace monitoring inspections conducted by Industrial Hygiene personnel.

8. Propane Leaks and Sensors

a. All facilities shall develop a detailed EAP for propane tank leaks and ensure it is exercised annually with appropriate base emergency response personnel. This plan can be an enclosure to the EAP required by paragraph 12a.

b. Activities with 24-hour propane tank farm sensor systems shall test those alarms at least annually. The "Instrument Power/24-Hour Mode" propane sensing alarms shall also be tested at least annually and maintained per reference (e). All test results shall be documented.

9. Gage Calibration. Contractor maintenance personnel and fire school staff shall establish a gage calibration program for all critical system gages. These include, but are not limited to:

a. Propane fuel lines;

b. Tanks;

a. SCBA fill station compressors; and

b. Carbon dioxide fire bottle refill compressors.

c. The Operations and Maintenance Manuals for these systems should identify primary gages and calibration periodicity.

10. Operating Procedures. SOPs shall be developed for each firefighter training activity following the guidelines provided per enclosure (5).

11. Firefighting Equipment and Tactics

a. All firefighter training shall adhere to the curriculum issued by the Course Curriculum Model Manager (CCMM).

b. Firefighting equipment and tactics will be consistent with Navy doctrine per references (i), (j), (k), and the curriculum.

c. If a school is unable to comply with the curriculum, permission to deviate and a Site Augment Plan must be submitted to the Center for Naval Engineering (CNE) who is the Course Curriculum Authority (CCA).

12. Administrative Programs

a. EAP. An EAP shall be developed, maintained, and exercised per reference (l).

b. PPE

(1) Minimum requirements for PPE for firefighting training are provided per enclosure (6); and

(2) Prior to commencing firefighting evolutions, each student shall be inspected to ensure that PPE is properly donned and suitable for the scheduled evolutions.

c. Blood Borne Pathogens Program (BBP). The requirements for a BBP Program are provided per reference (g). The Safety and Occupational Health Manager of the servicing safety office will identify personnel required to be in the BBP Program.

d. Respiratory Protection Program. Firefighting instructors required to wear a SCBA shall be medically cleared, trained and fit tested per references (g) and (h).

e. Preventive Maintenance System. A Preventive Maintenance System shall be implemented per reference (m). Maintenance

conducted by Contractor Operation and Maintenance of Simulators (COMS) personnel shall follow guidance established in the Operations and Maintenance Support manuals. The requirement for conducting routine maintenance by either staff or contract personnel shall be clearly delineated.

f. Mishap Investigation and Reporting

(1) Training-related mishaps and near misses shall be investigated and reported per reference (g); and

(2) Activities conducting firefighting training shall immediately notify N315 when issues affecting the safety of firefighting training and firefighter trainers arise.

13. Changes and Modifications

a. N315 must be informed of all changes or modifications to facilities or equipment prior to commencement of work. Changes to cognizance symbol 2 "O" equipment shall follow guidelines be per reference (n).

b. Curricula

(1) The CCMM is responsible for initiating curriculum changes to reflect the introduction or use of new equipment and tactics;

(2) Operational Risk Management Assessments must be completed annually when curriculum changes or modifications occur and when there is an introduction of new equipment and tactics;

(3) The CCMM is also responsible for distribution of changes in classroom material, scenarios and fire field procedures;

(4) All curriculum revisions require approval by CNE; and

(5) Where facility limitations prevent training per approved scenarios (e.g., use of an oil fire to simulate class C fires), authority to deviate must be approved by the chain of command.

RECOMMENDED EMERGENCY MEDICAL EQUIPMENT

1. Sites are required to have first aid equipment available for the treatment of heat stress, burns, bleeding, sprains, fractures, respiratory difficulties, and cardiac problems.

2. The following is a list of recommended equipment that should be immediately available to personnel providing emergency medical treatment at the firefighting trainer.

a. O2 Therapy equipment;

b. AMBU bag (Adult);

c. Airways;

d. Cervical collars;

e. Stethoscope;

f. Blood pressure cuff;

g. Thermometers;

h. Cold packs;

i. Burn kit;

j. Splint kit;

k. Bandage materials; and

l. Suction unit.

PRIVACY ACT STATEMENT

AUTHORITY:	5 U.S.C. 301, Departmental Regulations and E.O. 9397
PRINCIPAL PURPOSE(s):	To assist in determining physical suitability for participation in firefighting training.
ROUTINE USE(s):	The Blanket Routine Uses that appear at the beginning of the Department of the Navy's compilation in the Federal Register apply.
DISCLOSURE:	Providing the information is voluntary; However, failure to do so may preclude participation in firefighting training.

MEDICAL CRITERIA FOR FIREFIGHTING TRAINING

Name: _____ Rank/Rate: _____ Date: _____

Command: _____ Course No: _____

This questionnaire is designed to alert instructors and medical personnel of any condition that may endanger your health or others during firefighting training. This information will be held in confidence, and must be completed prior to participation in live firefighting training.

	YES	NO
1. Do you have any fractures, sprains, splints, or casts?		
2. Do you have a hernia?		
3. Are you pregnant?		
4. Do you have pneumonia, bronchitis, or asthma?		
5. Have you consumed any alcoholic beverages within the last 12 hours?		
6. Did you sleep less than 4 hours last night?		
7. Do you have conjunctivitis (eye infection)?		
8. Have you had high blood pressure, heart disease, stress related chest pains, or are you currently being treated or monitored for any of these?		
9. Have you had any surgery or a post-operative procedure Within the past 10 days?		
10. Are you on limited/light duty or have you had a tooth extracted within the past 72 hours?		
11. Are you taking any medications (either prescription or over-the-counter)? LIST MEDICATIONS:		
12. Do you have hypotension (low blood pressure) or hypoglycemia (low blood sugar)?		
13. Do you have any open cuts, recent stitches, or new tattoos (within past 72 hours)?		
14. Do you have nasal congestion or an ear/nose/throat infection?		
15. Do you have a history of heat related illnesses/injuries?		
16. Have you tested positive for Sickle Cell or G6PD?		
17. Do you have any other existing condition or injury that might preclude you from participating in live firefighter training?		
18. Are you unable to participate in or complete the PRT (as applicable)?		
19. Do you NOT meet the height/weight or body fat standards established in OPNAVINST 6110.1(series)?		

Student's Signature: _____

Qualified _____ Not Qualified _____

Signature of Medical Representative: _____

STANDARD OPERATING PROCEDURES (SOP)

1. A SOP shall be developed for each of the following processes:

a. Initial Equipment Setup/Startup and Readiness Checks

(1) Water supply alignment;

(2) Emergency extinguishing system checks;

(3) Placement and check of emergency equipment;

(4) Electrical system check;

(5) Drainage alignment check;

(6) Emergency alarm check;

(7) Communications checks;

(8) Ventilation system alignment; and

(9) Fuel supply alignment.

NOTE: Items that are tested during a formal Morning Readiness Test (MRT) or a Daily Operational Readiness Test (DORT) are not required to have separate SOPs generated.

b. Each Fire Scenario

(1) Initial preparations;

(2) Protective equipment requirements for instructors and students;

(3) Number of instructors and safety observers, their positions, and duties;

(4) Ventilation, if mechanical;

(5) Fueling system activation and securing;

(6) Ignition system activation and securing;

(7) Instructor rotation procedures; and

(8) Securing procedures after final fire.

NOTE: Items that are tested during a formal MRT or a DORT are not required to have separate SOPs generated.

c. Emergency Procedures

(1) Emergency communications and signals;

(2) Emergency field securing procedures;

(3) Notification of base emergency services; and

(4) Mustering procedures for students and instructors.

NOTE: The above items will be covered either by SOP or an EAP.

d. Facility and Equipment Shutdown and Securing

(1) Ignition system alignment and securing;*

(2) Fuel system alignment and securing;*

(3) Ventilation system alignment and securing;*

(4) Water system alignment and securing;

(5) Electrical power;*

(6) Storage of extinguishers, hoses, etc;

(7) Cooling of structures; and

(8) Wash-down and drainage.

****For 19F Series trainers, these items are secured when the trainers are returned to the "Instrument Power/24-Hour Mode."***

e. Refueling Procedures

(1) Safety precautions;

(2) Procedures (including approval authority);

(3) Emergency procedures (including propane leaks);

(4) Spill prevention and cleanup; and

(5) Notification of base emergency services.

NOTE: The above items will be covered either by SOP or an EAP.

INSTRUCTOR QUALIFICATIONS

1. General

a. Firefighting training instructors must comply with screening and qualification procedures per references (o) and (p) and shall complete the requirements in paragraph 3 prior to qualification in the various positions.

NOTE: In the event that a particular course convenes with a frequency that unduly delays achieving qualification, the CO may reduce the required repetitions of attending, instructing, or performing the duties of an Instructor, Structure Chief, or Field Safety Chief prior to qualification. Such reduction must be done in writing, provide justification for the reduced requirement, and be included in the instructor's training jacket.

b. It is the intent of this enclosure that candidates complete a structured and challenging program to achieve qualification and that this program should take into account local conditions of fire field configuration and class convening frequency. However, it is not intended that candidates be required to qualify more than once on material common to two or more courses or qualification programs. Except as determined to be necessary by the CO, candidates are not required to repeat any step in which he or she has previously qualified and in which he or she is currently proficient.

c. It is the responsibility of the CO to ensure that instructor qualification programs are executed in a manner consistent with the spirit and intent of this enclosure. The final decision whether or not to qualify an individual as an Instructor, Structure Chief, or Field Safety Chief or to revoke high-risk instructor status rests solely with the CO.

d. Activities involving firefighter trainer for the first time are not expected to accomplish all instructor qualification requirements prior to the interim certification survey. In order to satisfy the minimum instructor qualification requirements, these activities should send a small contingent of

instructors to an identical or similar site for initial qualification of the positions listed in paragraph 3 below. These instructors should then return to their own training activity to assist with training qualification of the remaining firefighting instructors. Previously certified instructors do not have to repeat similar items of the Core Unique Instructor Training Program (CUIT) that are not device related or particular to that firefighting scenario.

2. Positions Requiring Qualification. All personnel filling the below listed positions shall complete the applicable qualification requirements identified in paragraph 3, CUIT, Site Augment Plan (if required), and be formally certified (in writing) by the CO.

a. IOSCO. Authorized to operate computer console for firefighter trainers.

b. Instructor. Authorized to instruct and supervise students in firefighting and fire demonstrations for a particular fire evolution or course. Instructors report to their respective Structure Chief.

c. Structure Chief. Authorized to prepare, conduct, and supervise training sessions in a specified structure or mock-up on the fire field. Responsible for securing the structure at the end of the training day. The Structure Chief reports to the Field Safety Chief.

d. Field Safety Chief. Authorized to exercise overall control of all fire field operations. A Field Safety Chief must be on the field to conduct any live firefighting training evolution. The Field Safety Chief's duties can be combined with the Structure Chief's duties if only one evolution is occurring on the fire field.

e. Fire Field Support Personnel. All fire field support personnel (such as smoke abatement system operator, fuel operator, etc.) shall meet all locally developed written qualifications (i.e., Personnel Qualification Standards) and training requirements. Completion shall be documented before an individual performs these tasks unsupervised.

3. Qualification Requirements. In addition to the qualification requirements established per references (o) and (p), assigned personnel shall complete the following prior to qualification in the various positions:

a. Instructor Operating Station Console Operator (IOSCO)

(1) Describe and conduct the operating procedures for fire selection, fire scenario data entry, fire control monitoring, and communications;

(2) Describe and conduct the post operational procedure;

(3) Perform the duties of IOSCO under instruction twice for all firefighter courses taught at the school; and

(4) Pass a written or oral board of review on IOSCO duties and governing instructions. Oral boards shall be documented, and documentation shall list all topics discussed. The board will be composed of two qualified IOSCOs and a Field Safety Chief.

b. Instructor

(1) Complete firefighting instructor medical screening per reference (q) as well as instructor requirements per reference (l);

NOTE: Ensure the local medical facility refers to the latest revision of NFPA 1582 when evaluating an individual's fitness for becoming a firefighting instructor.

(2) Complete respirator physical, training and fit testing;

(3) Attend, as a student, all training courses for which instructor qualification is sought. Personnel must wear appropriate PPE, (i.e., Oxygen Breathing Apparatus and Firefighter's Ensemble) while attending training as a student;

(4) Review the instructor guide for each course offered at the school;

(5) Demonstrate to a Field Safety Chief a working knowledge of Navy manuals associated with shipboard firefighting (i.e., NSTM 555);

(6) Demonstrate to a Field Safety Chief knowledge of all firefighting equipment used at the fire school, including its proper use and maintenance;

(7) Personalize the instructor's guide and complete the applicable CUIT for the course for which qualification is sought;

(8) Observe fire field evolutions for a minimum of one entire convening of the course;

(9) Demonstrate knowledge of the duties of an instructor for that course during an oral interview with a Structure Chief;

(10) Act as instructor for two classes, while serving at different positions for the course under the observation of an instructor;

NOTE: Candidates are required to demonstrate their familiarity and proficiency with the lesson plan for the course. This does not, however, require that each candidate teach every word of every lesson of every class under supervision. At a minimum, two different firefighting laboratory evolutions should be taught under supervision to satisfy this requirement. It is recognized that the performance and aptitude of instructor candidates will vary and that some candidates may demonstrate to the CO their readiness for qualification in less time than others.

(11) Act as lead instructor for one class under the supervision of a certified instructor; and

(12) Pass a written or oral board of review on instructor duties and applicable portions of the SOPs for the course. Oral boards shall be documented and documentation shall list all topics discussed. The board shall be composed of two Structure Chiefs and one Field Safety Chief.

c. Structure Chief

(1) Shall have taught as an instructor at the structure or mock-up a minimum of five classes;

(2) Demonstrate knowledge of the structure's fuel and ignition systems;

(3) Demonstrate knowledge of all safety procedures for each fire scenario and the general emergency procedures;

(4) Discuss the duties of a Structure Chief for each fire scenario taught at the structure or mock-up with a certified Structure Chief;

(5) Perform the duties of a Structure Chief for one course convening at the structure or mock-up under the supervision of a certified Field Safety Chief; and

(6) Pass a written or oral board of review given on the Structure Chief's duties for the relevant courses and applicable SOPs. Oral boards shall be documented and documentation shall list all topics discussed. The board shall be composed of 2 Structure Chiefs, one Field Safety Chief and the Director of the fire school (or his or her designee).

NOTE: At training facilities equipped such that only one firefighting training evolution can be conducted at a time, the duties of Structure Chief and Field Safety Chief may be combined. In such cases the qualification for Field Safety Chief shall consist of paragraphs 3c(1) through (4) and 3d(4) through (6).

d. Field Safety Chief

(1) Be qualified as an instructor for each fire field evolution taught at the fire field;

(2) Have supervised a minimum of two full classes as Structure Chief at each structure and mock-up on the fire school.

(3) Demonstrate detailed knowledge of fueling and ignition systems and procedures as well as all safety systems;

(4) Demonstrate detailed knowledge of daily startup, shutdown and fire field emergency procedures;

NOTE: At activities where the trainer is maintained under a COMS contract, the individual must demonstrate familiarity with startup and shutdown procedures and detailed knowledge of field emergency procedures.

(5) Perform the duties of Field Safety Chief under the supervision of a qualified Field Safety Chief twice; and

(6) Pass a written or oral board of review on the Field Safety Chief's duties, Mishap Plan, and applicable SOP. Oral boards shall be documented, documentation shall list all topics discussed. The board shall be composed of 2 Field Safety Chiefs and the Director of the fire school.

4. Review Boards. Each instructor, regardless of level, shall undergo a quarterly oral review board given by a peer (an instructor at the same level) and an individual at the next higher level (in the case of a Field Safety Chief this would be the Director of the fire school). Such a review shall also be conducted before resuming training duties if an instructor has been on leave or otherwise absent from firefighting instructional duties for a period in excess of thirty days. A written record of each board's findings shall be included in the training record of the instructor being evaluated.

STUDENT QUALIFICATIONS

1. Prerequisites

a. Procedures shall be established to ensure students meet all prerequisites contained in the Catalog of Navy Training Courses (CANTRAC) prior to the commencement of firefighting training.

b. CANTRAC prerequisites must be met by the ship's team prior to commencing training and receiving course credit for team training courses (e.g., Shipboard Firefighting Team Evaluation (J-495-0418)).

c. If students of other firefighting courses do not meet the CANTRAC prerequisites, the training activity's CO may elect to train those individuals as long as all medical and other requirements have been met.

d. Other students not meeting all qualifications may request a waiver that can only be granted under chain of command approval.

2. Authorized Students. Students attending firefighting training courses at NSTC training activities must be a member of one of the following organizations:

a. Department of Defense (military or civilian);

b. U.S. Coast Guard;

c. National Oceanic and Atmospheric Administration (NOAA); or an

d. International Military Student.

3. Screening

a. A program shall be in place to ensure students are screened for suitability to commence training. Enclosure (4) shall be used to determine and document student suitability for participation in live firefighting training.

b. Students answering "**YES**" to any one of the first 7 questions shall be disqualified from participation in firefighting training. If a student answers "**YES**" to any of the remaining questions (8 through 19), an evaluation is required and a decision regarding suitability for participation in firefighting training will be required by appropriate health care providers.

c. Recruit Training Command, Great Lakes shall comply with the medical screening requirement as follows:

(1) The Field Safety Chief shall include a medical brief in his or her initial recruit indoctrination at the firefighting trainer;

(2) The Field Safety Chief will list disqualifying conditions using enclosure (4); and

(3) Recruits having any of the listed conditions will be interviewed individually by an appropriate health care provider to decide if further evaluation is required prior to participation in firefighting training.

4. Heat Stress Protection. All students will be briefed regarding necessary hydration procedures before commencing live firefighting training. Instructors and staff shall ensure students hydrate during breaks. Reference (r) provides specific guidance for heat stress protection.

PERSONEL PROTECTIVE EQUIPMENT (PPE)

1. General

a. Students and instructors participating in firefighting training shall wear appropriate PPE based on a PPE assessment conducted by competent Safety and Occupational Health personnel.

b. Prior to participation in firefighting exercises, all students will be inspected to ensure the PPE is properly donned and in suitable condition.

c. The minimum PPE for instructors and students is listed below.

2. Surface Ship Firefighting Courses

a. Instructor Firefighting Gear

(1) Firefighter Helmet from the Navy Firefighter Ensemble or other commercial helmet meeting National Fire Protection Association (NFPA) 1971 (interior fires only);

(2) Flash Hood (MIL-H-81500A) or equivalent, commercial grade NOMEX meeting NFPA 1971;

(3) Commercially available turnout pants and coat meeting NFPA 1971 (interior fires only);

NOTE: COs may authorize the use of NOMEX or fire retardant/melt resistant coveralls (MILSPEC MIL C-87093) based on concerns for heat stress.

(4) Commercially available gloves meeting NFPA 1971;

(5) Steel toed leather boots or rubber firefighter boots; and

(6) SCBA meeting NFPA 1981.

b. Student Firefighting Gear

(1) Firefighter helmet (interior fires only);

(2) Flash Hood (MIL-H-81500A) or commercial grade NOMEX meeting NFPA 1971;

(3) Khakis or dungarees with long sleeve shirt or NOMEX coveralls (MILSPEC MIL C-87093);

(4) Gloves appropriate to the fire scenario;

(5) Steel-toed leather boots or rubber firefighter boots;

(6) Oxygen Breathing Apparatus (OBA) or SCBA (interior fires only). The OBA will have canisters inserted and used; and

(7) Navy Firefighter Ensemble (as required by specific training scenario).

c. Recruit Firefighting Gear. Recruits will be in full battle dress (top button fastened, long sleeve shirt buttoned, pants tucked in socks, and steel-toed shoes), Flash Hood (MIL-H-81500A), Navy issue firefighter helmet (MIL-M-1987G) and cotton gloves.

NSTC FIREFIGHTER TRAINING CERTIFICATION GUIDE

Survey Data Summary

Activity Surveyed:_____

Date of Survey: _____/_____/_____

Date of Current Certification: _____/_____/_____

Reason for survey:_____

Courses Surveyed:

CIN	Course Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TRAINERS/STRUCTURES SURVEYED:

19F _____ Battle Stations 21 _____

Other _____

NSTC FIREFIGHTER CERTIFICATION GUIDE

FACILITIES

Refs: (a) CNSTCINST 3541.1 (b) 29 CFR 1910 (c) UFC 3-430-07	**YES**	**NO**	**N/A**
1. Was NSTC informed of all changes or modifications to facilities prior to commencement of work? **(Ref (a), Encl (2), para 13a)**			
2. Does the primary firefighting water supply system provide a minimum residual pressure of 90 psi for the maximum number of hoses that will be in use at one time? **(Ref (a), Encl (2), para 2)**			
3. Have ventilation systems been evaluated by Industrial Hygiene personnel to ensure the ventilation is adequate in preventing buildup of explosive vapors and/or excessive heat? **(Ref (a), Encl (2), para 3)**			
4. Do firefighting facilities have portable fire extinguishers available for emergency use in the propane burn areas associated with each trainer based on guidance provided by the host activity fire inspectors? **(Ref (a), Encl (2), para 4b)**			
5. Are walking and working areas free from hazards? **(Ref (b), para 22 (a))**			
6. Are elevations properly guarded? **(Ref (b), para 23(c))**			
7. Are structural integrity surveys being conducted and documented annually by a professional with burn building experience and expertise? **(Ref (a), Encl (2), para 5a)**			
8. Have deficiencies identified in structural integrity surveys been entered into Regional Safety Office Hazard Abatement Log? **(Ref (a), Encl (2), para 5c)**			
9. Are structural integrity survey reports retained for a period of five years? **(Ref (a), Encl (2), para 5d)**			
10. Does the communications system between fire field instructors and supervisors ensure that emergencies can be signaled and understood? **(Ref (a), Encl (2), para 6a)**			
11. Does the fire school have a backup communications system (non-telephone) capable of notifying or directly communicating with emergency response personnel in the event of communication system failure and are such systems tested prior to start of the training day? **(Ref (a), Encl (2), para 6b)**			
12. Does the fire school have an operable means of broadcasting an emergency signal (e.g., bell, horn, whistle, or public address system) over the entire fire field? **(Ref (a), Encl (2), para 6c)**			
13. Are bulk CO2 storage tanks certified as unfired pressure vessels? **Ref (a), Encl (2), para 4g)**			
14. Has a gage calibration program been established which identifies all primary gages and calibration frequencies and are gages appropriately calibrated? **(Ref (a), Encl (2) para 9)**			
15. Do compressors used to fill SCBA'S meet grade "D" breathing air requirements? **(Ref (a), Encl (2),para 7c and Ref (c), para 1506.)**			
16. Are SCBA cylinder refill operating instructions posted in the immediate vicinity of the refilling system? **(Ref (a), Encl (2), para 7b)**			

NSTC FIREFIGHTER CERTIFICATION GUIDE			
FACILITIES (con't)			
Refs: (a) CNSTCINST 3541.1 **(b) 29 CFR 1910** **(c) UFC 3-430-07**	**YES**	**NO**	**N/A**
17. Are air compressors certified as unfired pressure vessels at least every 2 years? **(Ref (c), Table 3-2)**			
18. Have all alarms and sensors been tested for reliability and is testing documented? **(Ref (a), Encl (2), para 8b)**			

COMMENTS:

FUEL DISTRIBUTION SYSTEMS

Ref: (a) CNSTCINST 3541.1	YES	NO	N/A
1. Do fuel records show purchase of commercial grade propane? **(Ref (a), Encl (2), para 1a)**			
2. Are all propane valves labeled to indicate what they control? **(Ref (a), Encl (2), para 1b)**			
3. Are propane piping systems labeled to identify the contents and direction of flow and are they free from deterioration and leaks? (**Ref (a), Encl (2), para 1b)**			
4. Is fuel flow, ignition control, and smoke generation controlled from the instructor control panel (where feasible)? **(Ref (a), Encl (2), para 1c)**			
5. Are propane storage tanks, inlet and outlet connections, and gages properly labeled**?** **(Ref (a), Encl (2), para 1d(1))**			
6. Have propane storage tanks been inspected by a qualified boiler inspector in the last two years? **(Ref (a), Encl (2), para 1d(2))**			
7. Have relief valves on propane piping been tested within the last six years? **(Ref (a), Encl (2), para 1d(3))**			
8. Does the propane distribution facility have protection against tampering (includes storage tanks, distribution lines, and fueling points)? **(Ref (a), Encl (2), para 1d(4))**			
9. Is the area around the propane tank farm free from combustible material (including vegetation) for a distance of at least 10 feet around the perimeter of the storage area and filling point**?** **(Ref (a), Encl (2), para 1d(5))**			
10. Are 24-hour propane tank farm sensor systems and instrument power/24-hour mode propane sensing alarms tested at least annually? Are test results retained and the systems maintained per NFPA 72**?** **(Ref (a), Encl (2), para 8b)**			

COMMENTS:

NSTC FIREFIGHTER CERTIFICATION GUIDE

FIREFIGHTING EQUIPMENT AND TACTICS

Ref: (a) CNSTCINST 3541.1	YES	NO	N/A
1. Is the curriculum consistent with the curriculum issued by the CCMM? **(Ref 9a), Encl (2), para 11a)**			
2. Is fire fighting equipment and tactics consistent with Navy doctrine? **(Ref (a), Encl (2), para 11b)**			
3. If the school is the CCMM, does it initiate curricula changes to reflect the introduction or use of new equipment or tactics? **(Ref (a), Encl (2), para 13b(1))**			
4. Are Operational Risk Management Assessments completed annually, when curriculum changes or modifications occur, and when there is an introduction of new equipment and tactics**? (Ref (a), Encl (2), para 13b(2))**			
5. Have all curriculum revisions been approved by CNE? **(Ref (a), Encl (2), para 13b(4))**			
6. If the school is unable to comply with curricula or scenarios, or is limited by facilities, is authority to deviate and the appropriate Site Augment Plan approved by NSTC? **(Ref (a), Encl (2), para 13b(5))**			

COMMENTS:

NSTC FIREFIGHTER CERTIFICATION GUIDE

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Refs: (a) CNSTCINST 3541.1 (b) OPNAVINST 5100.23G (c) 29 CFR 1910	**YES**	**NO**	**N/A**
1. Have all fire fighting instructors who are required to wear an SCBA been medically cleared to wear a respirator, received respirator training and been fit tested? **(Ref (a), Encl (2), para 12d)**			
2. Has all PPE required for training been validated through a PPE Hazard Assessment required by ref (b) and (c) and is the PPE assessment available? **(Ref (a), Encl (8), para 1a)**			
3. Prior to fire fighting exercises, do staff members inspect each student to ensure that protective equipment is properly donned and that all PPE is in suitable condition? **(Ref (a), Encl (8), para 1b)**			
4. Is the following <u>minimum</u> PPE required and worn in accordance with reference (a), Enclosure (8), specifically:			
a. SURFACE SHIP FIREFIGHTING COURSES			
(1) INSTRUCTORS **(Ref (a), Encl (8), para 2a)**			
(a) Navy firefighter ensemble helmet or helmet meeting NFPA 1971? (required for interior fires)			
(b) Flash Hood, MIL-H-81500A or equivalent grade NOMEX meeting NFPA 1971?			
(c) Turnout pants and coat meeting NFPA 1971 (required for interior fires)? (NOTE: Commanding Officers may authorize the use of NOMEX or fire retardant/melt resistant coveralls (MILSPEC MIL C-87093) when heat stress is a concern.)			
(d) Firefighter gloves meeting NFPA 1971?			
(e) Steel toe leather/rubber firefighter boots meeting NFPA 1971?			
(f) SCBA meeting NFPA 1981?			
(2) STUDENTS **(Ref (a), Encl (8), para 2b)**			
(a) Firefighter helmet meeting NFPA 1971? (required for interior fires)			
(b) Flash hood, MIL-H-81500A, or equivalent grade NOMEX meeting NFPA 1971?			
(c)Khakis/Dungarees/BDUs? (w/long sleeve shirt) or NOMEX coveralls (MIL-C-87093)?			
(d) Gloves appropriate to the fire scenario?			
(e) Steel toe leather/rubber firefighter boots meeting NFPA 1971?			
(f) SCBA meeting NFPA 1981 or Oxygen Breathing Apparatus (OBA) with canister inserted and used? (required for interior fires)			
(g) Navy firefighter ensemble meeting NFPA 1971? (as required by specific training scenario)			

INSTRUCTOR CERTIFICATION/QUALIFICATION PROGRAM

Ref: (a) CNSTCINST 3541.1	YES	NO	N/A
1. Does the instructor qualification system provide for the following levels of qualification:			
a. Instructor Operating Station Console Operator? **(Ref (a), Encl (6), para 2a)**			
b. Instructor? **(Ref (a), Encl (6), para 2b)**			
c. Structure Chief? **(Ref (a), Encl (6), para 2c)**			
d. Field Safety Chief**?** **(Ref (a), Encl (6), para 2d)**			
2. Have all fire field support personnel (such as smoke abatement system operator, fuel operator, etc.) met locally developed written qualifications (PQS)/training requirements? **(Ref (a), Encl (6), para 2e)**			
3. Do instructor screening/certification procedures also comply with requirements of OPNAVINST 1500.75A and NAVEDTRA 135B? **(Ref (a), Encl (6), para 1a)**			
4. If achieving certification is unduly delayed because of infrequent course scheduling, does the CO authorize, in writing, reduction in the required repetitions of attending, instructing, or performing instructor duties for certification? **(Ref (a), Encl (6), para 1a)**			
5. **INSTRUCTOR OPERATING STATION CONSOLE OPERATOR (IOSCO).** In addition to the requirements of NAVEDTRA 135B, does the IOSCO certification include the following:			
a. Describe and conduct the operating procedures for fire selection, fire scenario data entry, fire control monitoring, and communications? **(Ref (a), Encl (6), para 3a(1))**			
b. Describe and conduct the post-operational procedure? **(Ref (a), Encl 6, para 3a(2))**			
c. Perform the duties of IOSCO under instruction twice for all firefighter courses taught at the school? **(Ref (a), Encl (6), para 3a(3))**			
d. Pass a written or oral review board *(Two qualified IOSCOs and One Field Safety Chief)* on IOSCO duties and governing instructions? **(Ref (a), Encl (6), para 3a(4))**			
6. **INSTRUCTOR.** In addition to the requirements of NAVEDTRA 135B, does Instructor certification include the following:			
a. Medical screening conducted per NAVMED P-117? **(Ref (a), Encl (6), para 3b(1))**			
b. Respirator physical, training and fit testing? **(Ref (a), Encl (6), para 3b**(2))			
c. Attend high-risk portions of all training courses for which instructor certification is sought? (Certain waivers apply) **(Ref (a), Encl (6), para 3b(3))**			
d. Review the instructor guide for each course? **(Ref (a), Encl (6), para 3b(4))**			

INSTRUCTOR CERTIFICATION/QUALIFICATION PROGRAM (con't)

Ref: (a) CNSTCINST 3541.1	YES	NO	N/A
e. Demonstrate to a Field Safety Chief a working knowledge of Navy manuals associated with shipboard firefighting (i.e., NSTM 555)? **(Ref (a), Encl (6), para 3b(5))**			
f. Demonstrate to a Field Safety Chief knowledge of all fire-fighting equipment at the school, including proper use and maintenance? **(Ref (a), Encl (6), para 3b(6))**			
g. Personalize the instructor guide and complete the applicable Core Unique Instructor Training Program for each course for which certification is sought? **(Ref (a), Encl (6), para 3b(7))**			
h. Observe fire field evolutions for one entire convening of the course? **(Ref (a), Encl (6), para 3b(8))**			
i. Demonstrate knowledge of instructor duties for that course in an oral interview with a Structure Chief? **(Ref (a), Encl (6), para 3b(9))**			
j. Act as an instructor for two class convenings at different positions for the course under the observation of an instructor? **(Ref (a), Encl (6), para 3b(10))**			
k. Act as lead instructor for one class under the supervision of a certified instructor? **(Ref (a), Encl (6), para 3b(11))**			
l. Pass a written or oral board *(Two Structure Chiefs and One Field Safety Chief)* on instructor duties and applicable portions of the SOPS? **(Ref (a), Encl (6), para 3b(12))**			
7. **STRUCTURE CHIEF**. In addition to the requirements of NAVEDTRA 135B, does Structure Chief certification include the following:			
a. Has taught, as an instructor, at the structure or mock-up a minimum of five classes? **(Ref (a), Encl (6), para 3c(1))**			
b. Demonstrate knowledge of structure fuel and ignition systems? **(Ref (a), Encl (6), para 3c(2))**			
c. Demonstrate knowledge of all safety procedures for each fire scenario, and general emergency procedures? **(Ref (a), Encl (6), para 3c(3))**			
d. Discuss Structure Chief duties for each fire scenario taught at the structure or mock-up with a certified Structure Chief? **(Ref (a), Encl (6), para 3c(4))**			
e. Perform Structure Chief duties for one class convening at the structure or mock-up under the supervision of a certified Field Safety Chief? **(Ref (a), Encl (6), para 3c(5))**			
f. Pass a written exam or oral board *(Two Structure chiefs, One Field Safety Chief, and Fire School Director (or designee))* on Structure Chief's duties for relevant courses and applicable SOPS. **(Ref (a), Encl (6), para 3c(6))**			
8. **FIELD SAFETY CHIEF**. In addition to the requirements of NAVEDTRA 135B, does Field Safety Chief certification include the following:			
a. Previously qualified as an instructor for each fire field evolution taught at the fire field? **(Ref (a), Encl (6), para 3d(1))**			
b. Previously supervised a minimum of two full classes as Structure Chief at each structure and mock-up at the fire school? **(Ref (a), Encl (6), para 3d(2))**			

INSTRUCTOR CERTIFICATION/QUALIFICATION PROGRAM (con't)

Ref: (a) CNSTCINST 3541.1	YES	NO	N/A
c. Demonstrate detailed knowledge of fueling systems, ignition systems and all safety systems. **(Ref (a), Encl (6), para 3d(3))**			
d. Demonstrate detailed knowledge of daily startup, shutdown, and emergency procedures? (*At activities under COMS contracts, the individual must demonstrate familiarity with startup/shutdown procedures and detailed knowledge of field emergency procedures*) **(Ref (a), Encl (6), para 3d(4))**			
e. Perform Field Safety Chief duties (twice) under the supervision of a qualified Field Safety Chief? **(Ref (a), Encl (6), para 3d(5))**			
f. Pass a written or oral board *(Two Field Safety Chiefs and the Fire School Director)* on the Field Safety Chief's duties, Mishap Plan, and SOPS? **(Ref (a), Encl (6), para 3d(6))**			
9. Does each instructor, regardless of level, undergo quarterly oral boards given by a peer (an instructor at the same level) and an individual at the next level? (For Field Safety Chief this is the Fire School Director) **(Ref (a), Encl (6), para 4)**			
10. Are instructors absent from firefighting instructional duties for more than 30 days given oral boards? **(Ref (a), Encl (6), para 4)**			
11. Are board findings noted in instructor training records? **(Ref (a), Encl (6), para 4)**			

COMMENTS:

NSTC FIREFIGHTER CERTIFICATION GUIDE			
STANDARD OPERATING PROCEDURES			
Ref: (a) CNSTCINST 3541.1 **(b) CNETINST 6260.1B**	**YES**	**NO**	**N/A**
1. Are SOPs in place that identifies the initial equipment setup/startup and readiness processes for: **(Ref (a), Encl (5), para 1a)**			
a. Water supply alignment?			
b. Emergency extinguishing system checks?			
c. Placement and check of emergency equipment?			
* d. Electrical system check?			
e . Drainage alignment check?			
* f. Emergency alarm check?			
* g. Communications checks?			
* h. Ventilation system alignment?			
* i. Fuel supply alignment?			
* Items are tested during the formal Morning Readiness Test (MRT) and the Daily Operational Readiness Test (DORT).			
2. Are SOPS in place that identify the process for each fire scenario for: **(Ref (a), Encl (5), para 1b)**			
a. Initial preparations?			
b. Protective equipment requirements for instructors and students?			
c. Number of instructors and safety observers that includes positions and duties?			
d. Instructor rotation procedures?			
e. Securing procedures after final fire?			
3. Are SOPS in place that identify the processes for emergency procedures, including: **(Ref (a), Encl (5), para 1c)**			
a. Emergency communications and signals?			
b. Emergency trainer securing procedures?			
c. Notification of base Emergency Services?			
d. Mustering procedures for students and instructors?			

STANDARD OPERATING PROCEDURES (con't)	YES	NO	N/A
4. Are SOPs in place that identify the processes for facility/equipment shutdown and securing including: **(Ref (a), Encl (5), para 1d)**			
a. Ignition system alignment and securing*			
b. Fuel system alignment and securing? *			
c. Ventilation system alignment and securing? *			
d. Water system alignment and securing?			
e. Electrical power? *			
f. Storage of extinguishers, hoses, burn pots, etc.?			
g. Cooling of structures?			
h. Wash-down and drainage?			
* "Instrument Power/24 Hour Mode" for 19F trainers			
5. Is an SOP in place which addresses the process for refueling procedures, including: **(Ref (a), Encl (5), para 1e)**			
a. Safety precautions?			
b. Operating Procedures (including approval authority)?			
c. Emergency Procedures (including propane leaks)?			
6. Is a process in place that addresses monitoring, training and preventive measures necessary to reduce the probability of heat stress? **(Ref (b), para 3)**			

COMMENTS:

NSTC FIREFIGHTER CERTIFICATION GUIDE			
EMERGENCY ACTION PLANS			
Ref: (a) CNSTCINST 5100.1	**YES**	**NO**	**N/A**
1. Do Emergency Action Plans address:			
a. Locations, telephone numbers and radio channels/call signs (if used) of medical, fire department, police/security, and other emergency response teams? **(Ref (a), Encl (3), para 6a)**			
b. Identifications and locations of emergency devices such as field first aid kits, fire extinguishers, emergency oxygen, electrical isolation devices, and other equipment determined by type of training and location? **(Ref (a), Encl (3), para 6b**)			
c. Notification lists of personnel and the chain of command? **(Ref (a), Encl (3), para 6c)**			
d. Sources of secondary (non-landline) emergency communications (all high risk and remote training)? **(Ref (a), Encl (3), para 6d)**			
e. Muster sites and evacuation routes for non-affected students and instructors? **(Ref (a), Encl (3), para 6e)**			
f. Entry routes for emergency service vehicles/personnel? **(Ref (a), Encl (3), para 6f)**			
2. Are Emergency Action Plan(s):			
a. Coordinated with host/regional commands? **(Ref (a), Encl (3), para 6)**			
b. Activated whenever any injury, mishap, or emergency occurs or heat stress symptoms are observed? **(Ref (a), Encl (3), para 6)**			
c. Reviewed monthly for accuracy? **(Ref (a), Encl (3), para 7)**			
d. Walked through quarterly to verify procedures, equipment and communications operability and/or availability? **(Ref (a), Encl (3), para 7)**			
e. Fully exercised annually? (with emergency team support) **(Ref (a), Encl (3), para 7)**			

COMMENTS:

MEDICAL

Ref: (a) CNSTCINST 3541.1 (b) OPNAVINST 5100.23G (c) CNETINST 6260.1B	YES	NO	N/A
1. Is a Hospital Corpsman or EMT (certified by the State/National Registry) on site while live firefighter training is being conducted? **(Ref (a), Encl (2), para 4f)**			
2. Are EMTs/Corpsmen enrolled in the command's Bloodborne Pathogens Program? **(Ref (b), para 2802.)**			
3. Is first aid/emergency equipment available and compatible with qualifications of the EMTs/corpsmen at the facility? **(Ref (a), Encl (2), para 4c & Encl (8) para 2)**			
4. Is rescue equipment (e.g., fans, lights, and tools) kept on site if not readily available from the responding base department? **(Ref (a), Encl (2), para 4d)**			
5. Is the student medical questionnaire used to determine student fitness for training? **(Ref (a), Encl (2), para 4e; Ref (a), Encl (4))**			
6. Is a Navy Hospital Corpsman or military health care provider conducting medical screening of students? **(Ref (a), Encl (2), para 4e)**			
7. Are all students briefed regarding necessary hydration procedures before commencing live firefighting? **(Ref (a), Encl (7), para 4)**			
8. Are all fire fighting staff and students trained in heat stress control and prevention, to include heat stress illness symptoms, emergency procedures in the event of a heat stress casualty, actions to prevent heat stress, and requirement for staff to closely observe students for signs of heat stress: **(Ref (c), para 6)**			
9. Does the CO authorize or direct extensions of permissible heat exposure limits or reduction of rest times? **(Ref (c), para 7a(1))**			
10. Is a Heat Stress Monitor present during live firefighter training? **(Ref (c), para 7b(1))**			
11. Is a system in place which will:			
a. Limit activity, rotate personnel, and modify training hours to result in minimum on field activity during periods of increased temperatures? **(Ref (c), para 7b(4))**			
b. Determine permissible heat exposure threshold limit values? **(Ref (c), para 7b(5))**			
c. Ensure notification of the Field Safety Chief, Senior Instructor, Fire School Director and Commanding Officer when the WBGT index reaches 88°F in the staging area? **(Ref (c), para 7.a(3); 7.c(3) & 7.e(7))**			
d. Ensure the Commanding Officer advises the Fire School Director of the appropriate action to take when the WBGT index reaches 90°F in the staging area? **(Ref (c), para 7.a(3))**			

COMMENTS:

NSTC FIREFIGHTER CERTIFICATION GUIDE			
ADMINISTRATION			
Ref: (a) CNSTCINST 5100.1 **(b) CNSTCINST 3541.1** **(c) OPNAVINST 5102.1D** **(d) OPNAVINST 5100.23G**	**YES**	**NO**	**N/A**
1. Are safety standdowns conducted:			
a. One full day in duration? **(Ref (a), Encl (3), para 1i)**			
b. On an annual basis? **(Ref (a), Encl (3), para 1i)**			
c. Following mishaps and near-misses? **(Ref (a), Encl (3), para 1i)**			
2. Are safety requirements, precautions and safeguards covered in student indoctrination? **(Ref (a), Encl (3), para 4a)**			
3. Does the school have an effective PMS program for all equipment, including a staff spot check program? **(Ref (a), para 7d(18))**			
4. Are staff/COM PMS responsibilities clearly delineated? **(Ref (b), Encl (2), para 12e)**			
5. Does the school ensure that each student/team has met all CANTRAC prerequisites? **(Ref (b), Encl (7), para 1)**			
6. Are training related mishaps and injuries recorded, reported, and investigated? **(Ref (b), Encl (2), para 12f)**			
7. Are injury logs and reports maintained for at least five years following the end of the calendar year to which they occurred? **(Ref (c), para 3011.)**			
8. Is there a plan of action for completion of any action items still outstanding from previous inspections? **(Ref (a), Encl (3), para 4a)**			

COMMENTS: